

**MOST IMMEDIATE**

No. 7/3/2018-Cash  
भारत सरकार  
Government of India  
जल संसाधन, नदी विकास एवं गंगा संरक्षण मंत्रालय  
Ministry of Water Resources,  
River Development & Ganga Rejuvenation

Room No. 11, Gate No. 8  
'C' Wing, Ground Floor  
Shastri Bhawan, New Delhi  
Dated: 10<sup>th</sup> August, 2018

**CIRCULAR**

**Subject: Submission of proof of savings for Income Tax Calculation/deduction purposes for the financial year 2018-19 (Assessment Year 2019-20).**

The government of India imposes an income tax on taxable income of individuals. Levy of tax is separate on each of the persons. The levy is governed by the Indian Income Tax Act, 1961. The Indian Income Tax Department is governed by the Central Board for Direct Taxes (CBDT) and is part of the Department of Revenue under the Ministry of Finance, Govt. of India. Income tax is a key source of funds that the government uses to fund its activities and serve the public.

All the officers (Gazetted & Non-gazetted) of this Ministry who are in receipt of Gross Annual Salary (including OTA, Tuition Fee, Honorarium, Pay arrear etc.) exceeding Rs. 2,50,000/- are requested to furnish the requisite particulars in the enclosed **Proforma** for the purpose of calculating Income-Tax for the financial year 2018-19 (Assessment Year 2019-20), **latest by 30.09.2018 positively, failing which it will be presumed that official has no saving to report** except those being made through regular salary bills and this Section would not be responsible for any excess recovery being made.

On the basis of the particulars furnished to Cash Section, with necessary supporting documents, the total amount of Income-Tax will be calculated and the recoveries, if any, will be made from the salaries for the months of October, 2018 to February, 2019. **They are also requested to furnish the photocopies of documents before 1st February, 2019 in support of their savings.**

Encl: As above.

  
( SATISH S. KOLI )  
Drawing & Disbursing Officer  
Phone No. 23381749.

To:

All Officers/Sections/Desks of the Ministry of Water Resources, River Development & Ganga Rejuvenation, New Delhi.

Copy to:

1. Notice Board of the Ministry.
2. NIC Cell / E-governance – for uploading on the circular page alongwith proforma on the website of this Ministry under the Cash Section → Circulars.

**Statement showing particulars required for calculating Income-Tax for the  
financial year 2018-2019 (Assessment year 2019-20)  
(To be furnished by the Government Servant)**

Name & Designation : \_\_\_\_\_

PAN Number (mandatory) : \_\_\_\_\_

<b>A. Particulars of Income from sources other than salary</b>		
1.	<b>Dividends</b> [please enclose supporting documents]	_____
2.	<b>Interest Income from Bank/Post Office</b> [please enclose supporting documents]	_____
3.	<b>Income from House Property</b> [Details to be furnished in the ' <u>Annexure- A</u> ' attached]	_____
4.	<b>Any Other Income (specify)</b>	_____
<b>B. Investments U/S 80C, 80CCC, 80CCD capped at Rs. 1.50 lakh</b>		
5.	Subscription towards <b>Public Provident Fund (PPF)</b> made/to be made during 2018-19 [please enclose supporting documents]	_____
6.	<b>Premium of Life Insurance/PLI/ULIP</b> paid/payable during 2018-19 [please enclose supporting documents]	_____
7.	<b>Children Education Expenses/ Tuition Fee</b> paid to any university, college, school or other educational institution for the purpose of full-time education of any <b>two children</b> of the employee during the year [Receipt/certificate issued by the institution to be furnished]	_____
8.	<b>National Saving Certificate</b> purchased/to be purchased during 2018-19 [please enclose supporting documents]	_____
9.	<b>Housing Loan Repayment Principal</b> (payable in F.Y. 2018-19)	_____
10.	<b>5 years Fixed Deposits (Bank)/ 5 years post office time deposit scheme</b> [please enclose supporting documents]	_____
11.	<b>Others-</b> (Please specify if any)	_____
<b>C. Other Permitted Deductions</b>		
12.	<b>80D- Medical Insurance Premium</b> (Maximum 15,000) ( 20,000 for senior citizens) [please enclose supporting documents]	_____
13.	<b>80DD- Expenditure on Medical Treatment</b> for specified disease (Certificate from Prescribed Authority Required)	_____
14.	<b>80U- Permanent Physical Disability</b> (Certificate from prescribed authority required)	_____

15.	80E- Repayment of Interest paid/payable during the year against Educational Loan [please enclose supporting documents]	_____
16.	Others – (Please specify if any)	_____
<b>D. Exemptions under Section 24</b>		
17.	Details of repayment of <b>Principal amount of loan</b> raised for <b>construction/ purchase of house</b> , income from which is chargeable to tax: [please enclose supporting documents]  Date of completion/taking possession Amount paid/payable during 2018-19 Status of Property (Self Occupied/Letout/Vacant)	_____ _____ _____
<b>E. HRA: Rent paid per month</b>		
18.	Amount of <b>House Rent Paid</b> (in respect of accommodation other than those allotted by the Government) (Rent Receipts for the financial year 2018-19 to be furnished to Cash Section before 10.02.2019).	_____ p.m.  (from _____ to _____) {Rent per annum _____}
<b>F. Any Other information</b>		
19.	Any other information	_____
<b>G. Previous Employment Salary</b>		
20.	If Yes, Form-16 from previous employer or Form 12 B attached	

I hereby certify that the particulars furnished above are correct. The Income-tax due, on my salary/allowances may be calculated on the basis of the particulars given above and recovery may be made accordingly from my salary.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Section: \_\_\_\_\_

Mobile /Tel. No.: \_\_\_\_\_

**ANNEXURE- "A"**

**COMPUTATION OF INCOME FROM HOUSE PROPERTY FOR THE YEAR 2018-19**

1.	Annual Value- Amount for which the property might be let out or Annual Municipal valuation or Actual rent received or receivable, whichever is the highest		_____
2.	Less: Municipal taxes		_____
3.	Net Annual Value (1-2)		_____
4.	Deduction	Section 23 (a) [on account of Repairs, etc.] (30% of 3)	_____
		Interest on borrowed capital	_____
5.	Net chargeable income from house property (3-4)		_____

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Section: \_\_\_\_\_

Tel. No.: \_\_\_\_\_

**Income Tax Slabs and Rates**  
**Assessment Year 2018-19 (Financial Year 2019-20)**

**Income-tax:**

	Income Slabs	Income Tax Rate (below 60 years)
i.	Where the total income does not exceed Rs. 2,50,000/-.	NIL
ii.	Where the total income exceeds 2,50,001/- but does not exceed Rs. 5,00,000/-.	5% on the total income exceeds Rs. 2,50,001/-.
iii.	Where the total income exceeds Rs. 5,00,001/- but does not exceed Rs. 10,00,000/-.	`12,500/- + 20% on the total income exceeds Rs. 5,00,001/-.
iv.	Where the total income exceeds Rs. 10,00,001/-.	`1,12,500/- + 30% of the amount by which the total income exceeds Rs. 10,00,001/-.
v	Where the total income exceeds Rs. 50,00,000/-.	Surcharge 10%
vi	Where the total income exceeds 1,00,00,000/-.	Surcharge 15%

**Note:**

1. A tax rebate (Standard deduction) of Rs 40,000 from tax calculated will be available for all employee.
2. Health & Education Cess 4% on income tax.

**limit under section 80C:** Very famous section among individuals is section 80C, the section gives rebate for various savings scheme till now Rs. 1.50 lakhs.

**Public provident fund:** Present investment cap under PPF of Rs.1.50 lakhs which will help in the cap under section 80C.

**Housing interest deduction:** One more major section which individuals claim is housing loan interest under section 24. Existing limit of Rs.2.00 lakhs for self-occupied property interest.

**Source:-** <https://hindi.planmoneytax.com/taxes/income-tax/income-tax-slab-2018-19-hindi/>